



"The City With a Heart"

Larry Franzella, Mayor
Irene O'Connell, Vice Mayor
Rico E. Medina, Councilmember
Jim Ruane, Councilmember
Ken Ibarra, Councilmember

MINUTES

CITY COUNCIL REGULAR MEETING

January 22, 2008
7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT The San Bruno City Council met in regular session on January 22, 2008 at the San Bruno Senior Center, 1555 Crystal Springs Road. The meeting was called to order at 7:05 p.m.

Mayor Franzella thanked the San Bruno Garden Club for the beautiful flower arrangement.

2. ROLL CALL/PLEDGE OF ALLEGIANCE: Presiding was Mayor Franzella with Vice Mayor O'Connell and Councilmembers Ruane, Medina and Ibarra in attendance. Recording by Clerk Bonner. **Police Chief Telford** led the Pledge of Allegiance.

3. ANNOUNCEMENTS:

Mayor Franzella announced the San Bruno Redevelopment Agency Meeting would follow Tonight's City Council Meeting.

4. PRESENTATIONS: None.

5. REVIEW OF AGENDA: **Mayor Franzella** moved Item 11. to follow Item 8.

6. APPROVAL OF MINUTES: Regular Council Meeting of January 8, 2008, approved as submitted.

7. CONSENT CALENDAR:

Mayor Franzella sited there were no items on the consent calendar and the item listed below will be brought forward at the February 12, 2008 meeting.

Accept: Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated December 31, 2007, to be on February 12, 2008.

8. PUBLIC HEARINGS:

Hold Public Hearing, Waive First Reading and Introduce Ordinance Temporarily Suspending Liability of Airport Parking Facilities for a Portion of the Airport Parking Facilities Tax Provided for by San Bruno Municipal Code 3.16.180.

Finance Director O'Leary reviewed the staff report and asked for questions.

Councilmember Ruane said he felt by reducing fees to Skypark, we were keeping them afloat, and subsidizing them for what should be a capital expense on their part. **Finance Director O'Leary** said he felt what the company was pointing out was the competitive environment they are working in and in order to stay in business they are requesting an extension for one more year because of less cars parking and reduced revenue. **Councilmember Ruane** expressed he had a problem with understanding the need for a reduction. **Finance Director O'Leary** pointed out it was determined by Council, a year ago, it was in the City's best interest. **Councilmember Ruane** asked the difference in savings for them at 8% vs. 5%? **Finance Director O'Leary** said \$200,000 (5%) was

budgeted and last year \$360,000. (8%) based on what their business had been. **Councilmember Ruane** said if we are saving them \$160,000 per year, over a three-year period, we would be subsidizing six new vehicles. He said he was trying to tie the lack of the volume of parking into what he believed to be a capital business expense. **Finance Director O’Leary** said it was not his intention to draw a connection between a capital expense and the volume of cars parked. He said he believed there was a connection between a capital expense and the financing of this acquisition and the bottom-line profitability in any given year.

Councilmember Medina asked for a definition of profitable? **Finance Director O’Leary** said the way the ordinance was written a year ago and the same as today, in conjunction with the lowering of the rate, they do need to provide quarterly reports on their revenue and expense.

Councilmember Ibarra asked if the profit margin could be deciphered through the quarterly reports? **Finance Director O’Leary**, said assuming the numbers are accurate, he is getting reports quarter to quarter. **Councilmember Ibarra** said he would feel more comfortable if he knew we were truly helping this business survive.

Kim Kassner, Skypark, explained how they had to purchase six buses rather than two because of a new requirement by the Airport.

Councilmember Ibarra asked the state of Skypark? **Manager Kassner** said they are breaking even showing a slight improvement.

Councilmember Ruane asked if this \$440,000 was an extraordinary expense and **Manager Kassner** said a portion of it was.

Councilmember Ibarra reaffirmed Skypark’s rates were the same as three years ago. **Manager Kassner** said yes except they recently ran a reduced rate promotion.

Councilmember Ibarra asked the percentage of other revenue collected by Skypark and **Manager Kassner** said roughly 5 to 6%. He said they do not make money on car washing, it is a service.

Mayor Franzella opened the public hearing and asked if anyone wished to speak.

M/S Ruane/Medina to close the public hearing.

M/S Ibarra/O’Connell to waive the first reading.

Councilmember Ibarra introduced the ordinance for adoption and passed with a unanimous vote.

11. Receive Annual Report from the Redevelopment Advisory Committee.

Joan Skinner gave an overview of the Redevelopment Advisory Committee and thanked the members. She reviewed their year’s accomplishments and discussed their future goals. **Mayor Franzella** thanked the committee for all their work.

9. CONDUCT OF BUSINESS:

a. Receive Presentation on Mid-Year Financial Report as of December 31, 2007 for the 2007-08 General Fund, Special Revenue Funds, and Enterprise Funds Budget.

Finance Director O’Leary highlighted key elements of the financial report in a powerpoint presentation. He pointed out the operating surplus deficit was \$447,000 not \$407,000. He touched on the Governor’s possible actions in his budget reductions and the need to plan for 2008-09.

Mayor Franzella asked if planning sessions could be scheduled to work on the next budget. **City Manager Jackson** concurred.

Councilmember Medina said Council and staff needed to bring forward thoughts and ideas “outside the box.”

b. Appoint City Councilmembers to Serve on Standing City Council Subcommittees.

Mayor Franzella made appointments to the following subcommittees: **Climate Protection and Sustainability Committee** – Councilmember Ruane and Vice Mayor O’Connell; **Utilities Committee** – Mayor Franzella and Vice Mayor O’Connell; **Surface Infrastructure Committee** – Councilmember Medina and Councilmember Ibarra.

c. Adopt Resolution Authorizing the City Manager to Execute a Construction Contract with Darcy & Harty Construction, Inc for the Rollingwood Sewer Basin Improvements Phase II Project in the Amount of \$864,476, and Approving Construction Budget in the Amount of \$994,200.

Engineer Davis reviewed the staff report and asked Council for award of contract.

Councilmember Ibarra asked about the \$400,000. difference? **Engineer Davis** said there was a fixed amount of funding projected to fund the entire project, part of which was spent on Phase I. What was left in the budget tabulation for the CIP. He said there is sufficient budget to finish Phase III and we are more in line.

Vice Mayor O’Connell asked for a time line? **Engineer Davis** said late March.

Vice Mayor O’Connell expressed her concerns over Tree Tops. **Engineer Davis** said the objective was not to delay this project.

Councilmember Ruane introduced the resolution for adoption and passed with a unanimous vote.

d. Adopt Resolution Approving Installation of New Three-Way STOP at the Intersection of Crestmoor Drive and London Court and Installation of New Red Curb “No Parking Zone” on the East Side of Crestmoor Drive North and South of Piedmont Drive and North and South of London Court.

Mayor Franzella and **Councilmember Ruane** recused themselves because of property ownership in the area.

Engineer Davis reviewed the staff report and pointed out this item had come out of the Traffic Safety & Parking Committee and asked for Council adoption.

Vice Mayor O’Connell asked for questions from Council.

Councilmember Medina asked if the Traffic Safety & Parking Committee were unanimous in their recommendation on the red curb. **Engineer Davis** said staff had recommended 95 feet and the TSPC recommended 40 feet, preserving four parking spaces. **Councilmember Medina** said he felt the recommendation was a good one.

Councilmember Ibarra asked if there would be measures taken traveling northbound on Crestmoor Dr. because of lack of visibility? **Engineer Davis** said stop ahead signs would be placed before the stop sign.

Councilmember Ibarra asked if parking was being taken away in front of someone's residence? **Engineer Davis** said one property fronts on Crestmoor where one space has been reserved for parking.

Councilmember Ibarra asked if the stop sign line was in as far as it could go? He added the parking stripes were helpful. **Engineer Davis** said the stop signs would decrease the speed; lower speed needs less site distance.

Vice Mayor O'Connell asked if the crosswalk markings would be extended, similar to those at the school? **Engineer Davis** said part of the stop sign installation will be marking a stop bar will mark a stop symbol on the pavement. **Vice Mayor O'Connell** said because of the width, it might be smarter to have it go across the entire street. **Engineer Davis** said he would look into it.

Vice Mayor O'Connell asked if people would be notified. **Engineer Davis** said there would be an advance warning sign placed.

Vice Mayor O'Connell asked for the timeline? **Engineer Davis** said it would be done in house and he would coordinate within the next two months.

Vice Mayor O'Connell asked the police chief if there would be increased enforcement? **Police Chief Telford** said once the sign is installed there will be enforcement.

Councilmember Medina introduced the resolution for adoption and passed with a unanimous vote. **Vice Mayor O'Connell** asked **Mayor Franzella** and **Councilmember Ruane** to return to the dias.

e. Adopt Resolution Approving City Administrative Policy Related to Financial Fraud in the Workplace.

Mayor Franzella said this item came through an audit where it was recommended Council adopt an administrative policy related to financial fraud in the workplace. He said it was not a resolution.

Finance Director O'Leary explained how this policy ensures employees awareness of acts considered to be fraudulent. He said all cities are recommended to have this administrative policy.

Councilmember Medina pointed out under Management Responsibilities, 4., it says management should and he believed it should be shall or will. Under 5., it says management should and he said he believed it should be shall. Under 6. b. and c., it says Avoid discussing and he said it should be more than avoid, it he felt it was too vague. He asked if this document would be presented to new employees so they are aware? **Finance Director O'Leary** said he believed it would be part of the orientation package for new employees.

f. Receive Report on Status of Maple Pump Station Project and Approval of Color Scheme for Project Building.

Engineer Davis gave an overview of what will be done to minimize impact to the neighborhood. He said all neighbors have been notified and will continue to be notified. He showed the color samples for the building and asked for Council's recommendation.

Vice Mayor O'Connell praised Engineer Davis for his attention to detail. She motioned for a brown roof and a green building.

Bill Goff, Maple Street, suggested the light green roof and pale green building.

Vice Mayor O'Connell withdrew her motion and **M/S Franzella/O'Connell** motioned to go with Mr. Goff's suggestion.

g. Receive Report on Status of Sidewalk Repair Program for 2007.

Engineer Davis reviewed the staff report and said the Parks and Recreation Department has two arborists on staff now and when they are unavailable, staff will seek an outside arborist.

Councilmember Medina thanked Engineer Davis for the clarification.

Councilmember Medina asked about a tree on someone's property causing damage to the sidewalk. He asked where do we go with this type of situation? **Councilmember Ibarra** added there are many situations and when there hasn't been a sidewalk improvement project, it is imperative everyone is on the same page. He added the citizens need to be informed on the decisions staff is making and the options they have.

10. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Ray Mogel, Fleetwood Dr., asked if something could be done regarding a home on his block which is in need of a clean-up. **Mayor Franzella** asked Ray to give his name and phone number to the Clerk and the matter would be looked into.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES: (Moved to follow 8.0)

12. COMMENTS FROM COUNCIL MEMBERS:

Mayor Franzella reported there are still problems with the lights in the Rollingwood area and while there are no solutions, it is being worked on. He said the web site is being updated for progress.

13. CLOSED SESSION: None.

14. ADJOURNMENT: There being no further business to transact, the meeting concluded at 9:03 p.m. The next City Council Meeting will be held on February 12, 2008 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road.

Respectfully submitted for approval
at the regular City Council Meeting of
February 12, 2008

Carol Bonner, City Clerk

Larry Franzella, Mayor